

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Monday, May 6, 2019 4:00 p.m.
Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan

AGENDA

I Call to Order

II Roll Call

III Approval of Agenda

At this time the Historic District Commission may take action to approve the May 06, 2019 Agenda.

IV Approval of Minutes

At this time Historic District Commission may take action to approve the March 07, 2019 meeting Minutes.

V Public Comment on Agenda Related items

At this time the Chair will ask if there are any public comments.

VI New Business

1. Lissette Reyes: Community Development Fellow - Project Rising Ride Presentation
2. 432 River St. Application for Routine Maintenance
3. Reapplication for Certificate of Appropriateness:
 - 411 River St.
 - 347/349 River St.

VII Old Business

Permit Review

1. Two permits expiring in June:
 - PHDC18-007 – Expires 6/7/19: 338 River St.
 - PHDC16-020 – Expires 7/31/19: 348 River St.
2. Date and Time of HDC Meetings

VIII Public Comments and Communications concerning Items not on the Agenda

At this time the Chair will ask if there are any public comments.

IX Correspondence

At this time the Chair will ask if any correspondence has been received to be read into the record.

X Reports

XI Members Discussion

XIII Adjournment

HISTORIC DISTRICT COMMITTEE
70 Maple Street
Manistee, MI 49660

MEETING MINUTES
March 7, 2019

A meeting of the 2019 Historic District Committee was held on Thursday, March 7, 2019 at 3:00 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

The meeting was called to order at 3:05 by Vice Chair Bennett.

Members Present: Dick Albee, William Connor, Aaron Bennett and Lee Trucks

Members Absent: Mark Wittlieff

Others: Tamara Buswinka (City Zoning), Mark Fedder, City Museum and Nancy Baker (Recording Secretary)

Approval of the Agenda and Minutes were tabled until a quorum could occur. The meeting continued with the Public Comment on Agenda Related Items.

APPROVAL OF AGENDA

MOTION by Commissioner Albee, seconded by Commissioner Connor to approve the Agenda as presented.

With a voice vote motion passed 4 to 0.

APPROVAL OF MINUTES

Mr. Connor wished to amend the February 14, 2019 minutes to have Mr. Carson's name removed, as he did not attend the meeting.

MOTION by Commissioner Connor, seconded by Commissioner Albee to approve the February 14, 2019 minutes as amended.

With a voice vote motion passed 4 to 0.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

Al Frye, 2265 Merkey Road, spoke of the Rise N Tide being a great opportunity for the town to revitalize itself and move forward. He stated the need for the committee to meet and make

personal contact with petitioners. Mr. Connor and Mr. Albee agreed meeting and making contact is important and that the board will be working with petitioners. The February 14, 2019 minutes reflect the recommendation of the board working with petitioners and to have the attorney look at the By-laws language to ensure the wording is appropriate to help the community with this contact.

John Perschbacher, 420 3rd Street, suggested having Mary Riley (MSUE) speak on the state requirements and possibly give an education seminar.

Mr. Trucks entered the meeting at 3:15 pm, a quorum was met. Vice Chair Bennett turned the meeting over to Chair Trucks. At this time, the approval of the agenda and minutes were un-tabled so action could be taken.

Public comment continued after approval of the Agenda and Minutes.

Barry Lind, 532 4th Street, DDA Vice Chair, spoke regarding Gordon and Rosmarek permits which expire today. The DDA has concerns regarding the projects lack of progress. The DDA has received complaints from merchants regarding this property, which the DDA has no jurisdiction over the matter. There is a large concern over downtown blight properties. A list of blight properties is being compiled. The DDA recommended to the HDC that they do not renew the Gordon and Rosmarek permits. These permits have been issued for 10 years with no completion to the project.

Shari Wild, 7700 Milarch Rd Onekama/property owner 429 River Street, addressed her concerns of extending the Gordon and Rosmarek permits. She asked the HDC to request that Gordon/Rosmarek remove the brown paper in the window with the replacement of window wrap or window wrap commemorating Manistee's 150th anniversary celebration.

Mr. Trucks stated the HDC has limited ability to enforce some issues.

NEW BUSINESS

1. Permits Schedules to Expire on March 7, 2019
 - 1.1 Permit PHDC 12001 Jeff Gordon
 - 1.2 Permit PHDC 15004 Jeff Gordon
 - 1.3 Permit PHDC 15005 Jeff Gordon
 - 1.4 Permit PHDC 08032 Paula Rosmarek
 - 1.5 Permit PHDC 09014 Paula Rosmarek
 - 1.6 Permit PHDC 11009 Paula Rosmarek

Mr. Albee moved to allow these permits to expire.

MOTION by Commissioner Albee, seconded by Commissioner Connor to allow the Gordon and

Rosmarek permits to expire.

With a Roll Call vote this motion passed 4 to 0.

Yes: Albee, Bennett, Connor, Trucks

OLD BUSINESS

1. Review of Outstanding Permits

Mr. Albee questioned Permit #PHDC18-001, Maxine Lipton, which expired January of 2019. He requested the permit be allowed to expire with no renewal unless the petitioner attended a meeting with updated information.

Permit Review

Mr. Bennett requested letters sent to permit applicants be by certified mail.

Ms. Buswinka will send all letters to permit applicants regarding their expiring/expired permits by certified mail with the request of reporting their progress.

Mr. Albee asked that a letter be sent to the city requesting them to look at the properties for blight ordinance. These letters will be sent by the HDC Chair.

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS ON THE AGENDA

None

CORRESPONDENCE

None

REPORTS

None

MEMBERS DISCUSSION

The 2019 HDC meeting schedule time and dates were discussed.

Mr. Albee moved to have the meeting time changed to 4 pm. This is due to Mr. Wittlieff's inability to attend at 3 pm. Mr. Trucks inquired about having the dates of the meetings be changed to a Monday or Wednesday rather than the present day of Thursday. Mr. Bennett stated Monday's would be much easier for his attendance.

Mr. Trucks moved to have the HDC meeting schedule changed to the first Monday of each month with the meeting time being changed to 4 pm.

MOTION by Commissioner Albee, seconded by Commissioner Connor to change the HDC 2019 meeting schedule to the first Monday of each month at 4 pm pending the room availability for this schedule.

With a voice vote motion passed 4 to 0.

Mr. Albee inquired about the board having 2 openings. Ms. Buswinka will investigate into the matter.

WORK SESSION

None

ADJOURNMENT

Commissioner Connor moved, seconded by Commissioner Albee to adjourn the meeting.
Meeting was adjourned at 3:49 pm

2019 Historic Study Review Committee

Nancy Baker, Recording Secretary



PLANNING DEPARTMENT
Zoning Administrator
Kyle Storey
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

To: Historic District Commission
From: Kyle Storey & Tamara Buswinka
Re: 432 River St.

Dear Historic District Commission;

The following is an application for routine Maintenance at 432 River St. Please note the HDC guideline #4: Windows. Guidelines state that "any glass other than clear glass must be approved by the Historic District Commission."

- Applicant is proposing to use tinted glass. Sample will be at the meeting.

Sincerely,

Kyle Storey

Manistee County Planner/Zoning Administrator



Historic District Commission
Planning & Zoning Department
70 Maple Street
Manistee, MI 49660
231.398.2805
www.manisteemi.gov

Application for Routine Maintenance

Certificate of Appropriateness

Please Print

Submission of Request		
The Historic District Commission is sensitive to the desire for property owners to maintain their buildings in the Manistee Commercial Historic District. The Historic District Commission has developed this policy to assist in the requests for routine repair and maintenance in the district. Approved Routine Repair & Maintenance projects will post a copy of the application in the window of the building. Once a permit is issued the permit will be posted in its place until work is completed.		
Property/Applicant Information		
Address: <u>432 RIVER STREET</u>	Parcel #	
Name of Owner or Lessee: <u>MANISTEE ELKS LODGE 250</u>		
Address: <u>SAME AS ABOVE</u>	STEVE DUCHON ©	
Phone #:	Cell#: <u>231-920-9119</u>	e-mail: <u>hotmail.com</u>
Name of Contractor (if applicable): <u>TIM SWIATLOWSKI</u>		
Address:		
Phone #:	Cell#: <u>231-218-3535</u>	e-mail:
License Number:	Expiration Date:	
Description of Work		
Describe the proposed project [Use checklist to detail project] <u>INSTALL/REPLACE THE FIRST FLOOR WINDOWS FACING SOUTH ON RIVER STREET. PRESENTLY BLOCKS INCLUDING BLOCK WINDOWS. INSTALL TWO INSULATED TINTED WINDOWS IN EACH PROPOSED OPENNING/AREA. INTENTION IS TO BRING THE APPEARANCE BACK TO ORIGINAL.</u>		
Proposed Start Date	Proposed Completion Date	
Authorization		
By Signing this form the Applicant/Owner agrees that in the event Historical Elements are uncovered /discovered during this maintenance the element must be left in place. Removal may be allowed with the prior approval of the Museum Director or the Community Development Director. The applicant is responsible to contact either of them for assistance before removing any historical element. (The applicant may wish to contact the Museum Director or Community Development Director before proceeding with the maintenance to determine the potential value of the discovery and/or potential resources for and benefits of restoration of the element.)		
Applicant Signature: <u>Stephen C. Duchon</u>	Date: <u>3/30/19</u>	
EXAMPLE: Old glass is discovered behind an added wood panel that is being replaced as part of an approved maintenance project. The old glass must be left in place; the finding must be documented (photographed from all angles); Then prior approved maintenance may proceed; the Museum Director or Community Development Director must be informed of the finding and provided with the documentation for file. This allows documentation of the existing element for future reference in the event of redevelopment/restoration or sales to prospective buyers interested in historic restoration/tax credits.)		
Office Use Only		
HDC - _____ - _____	Notes:	
Signature: _____	Date: _____	

Routine Maintenance Checklist

This drawing depicts many of the types of historical decoration found in the Manistee Historical Business District. While all of the elements may not apply to your building this should assist in listing areas of renovation. Below is a check list to assist in the application process. Please check all that apply to your project and give a brief explanation of proposed work. Use additional pages if necessary.

- ☐ Upper Cornice with Brackets, Dentils and Recessed Panels
- ☐ Cornice Pinnacle
- ☐ Corbeled Brickwork
- ☐ Upper Façade Pilaster
- ☐ Window Hood
- ☐ Window Sash
- ☐ Window Sill
- ☐ Lower Cornice
- ☐ Transom Windows
- ☐ Storefront Piers
- ☐ Storefront Columns
- ☐ Paneled Bulkheads
- ☐ Paneled Wood Doors



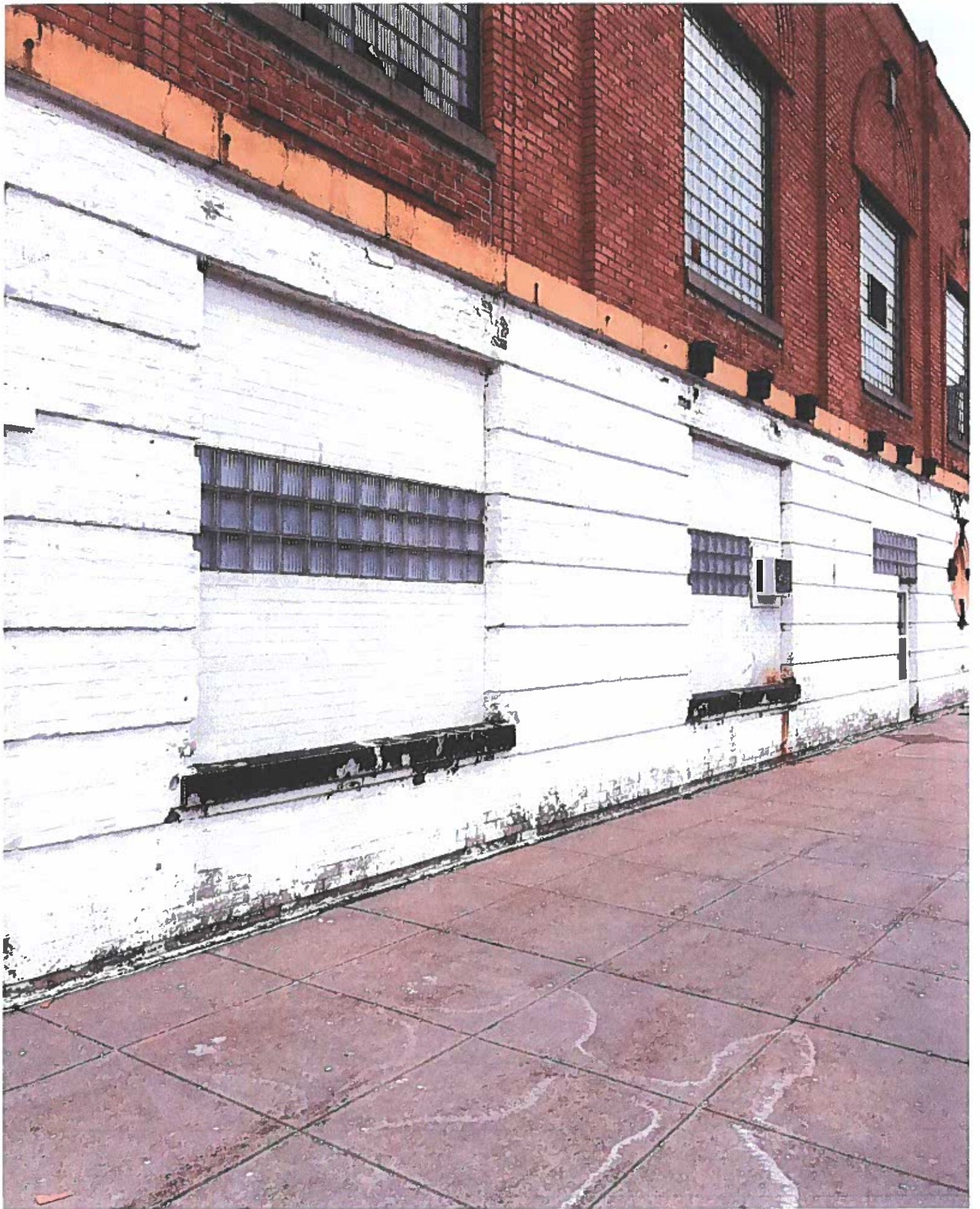
Check all of the Renovations that Apply to your project and give a brief explanation of the project attach additional sheets if necessary – Example

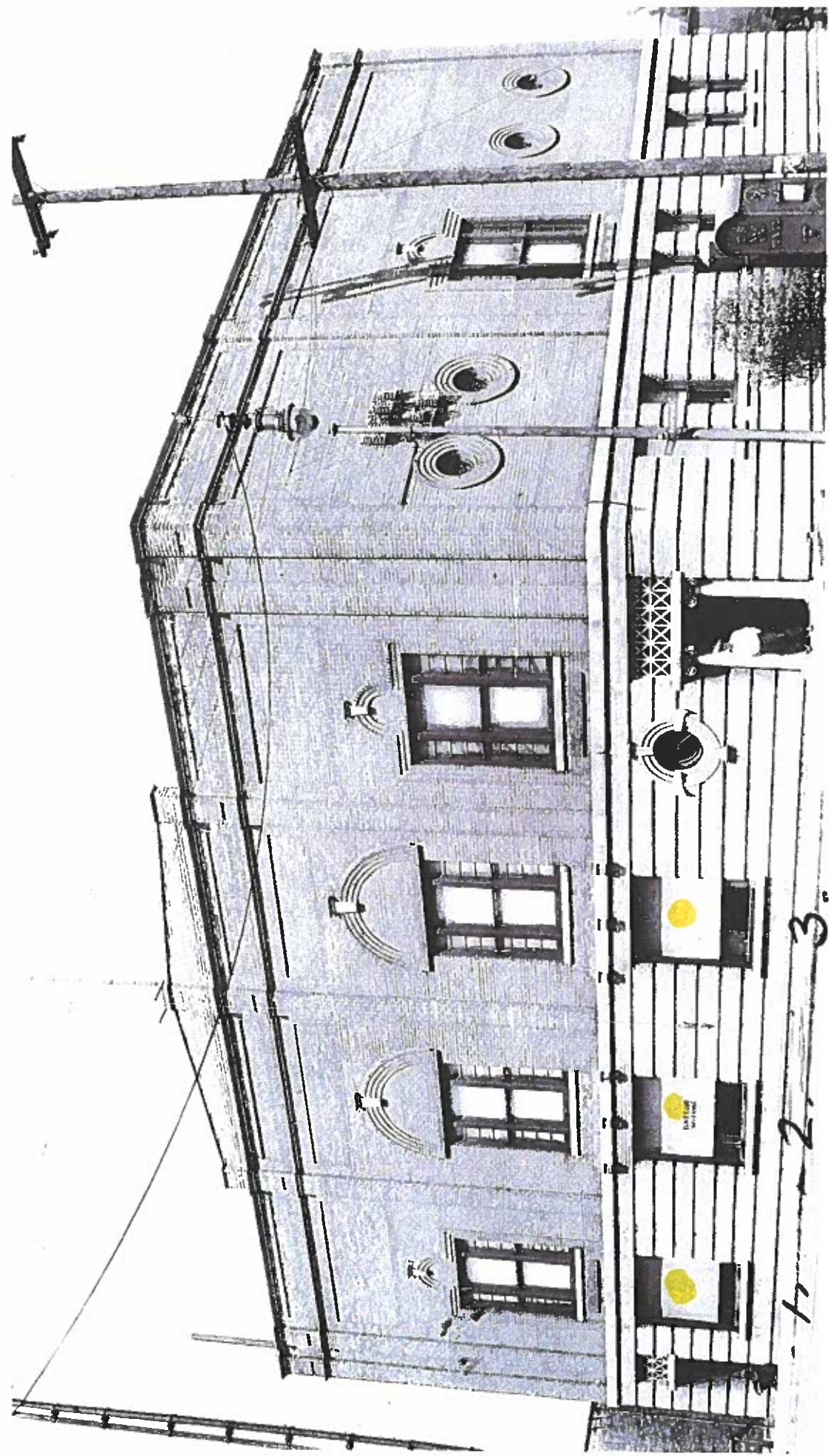
- ☐ Cornice Pinnacle: N/A
- ☒ Upper Cornice: Repair and replace with new materials. Wood will be used and painted to match exiting color scheme.
- ☒ Corbeled Brickwork: Clean using method prescribed in Preservation Brief #1

<input type="checkbox"/> Cornice Pinnacle	
<input type="checkbox"/> Upper Cornice	
<input type="checkbox"/> Corbeled Brickwork	
<input type="checkbox"/> Upper Façade Pilaster	
<input type="checkbox"/> Window Hood	
<input type="checkbox"/> Upper Windows	
<input type="checkbox"/> Lower Cornice	
<input type="checkbox"/> Transom Windows	
<input type="checkbox"/> Storefront Piers	
<input type="checkbox"/> Storefront Columns	
<input type="checkbox"/> Paneled Bulkhead	
<input checked="" type="checkbox"/> First Floor Windows	<u>INSTALL WINDOW - DOUBLE HUNG - INSULATED & TINTED IN THE SAME AREA AS WERE ORIGINAL.</u>
<input type="checkbox"/> Doors	
<input type="checkbox"/> Other	<u>3 AREAS FACING SOUTH TOWARD RIVER STREET.</u>

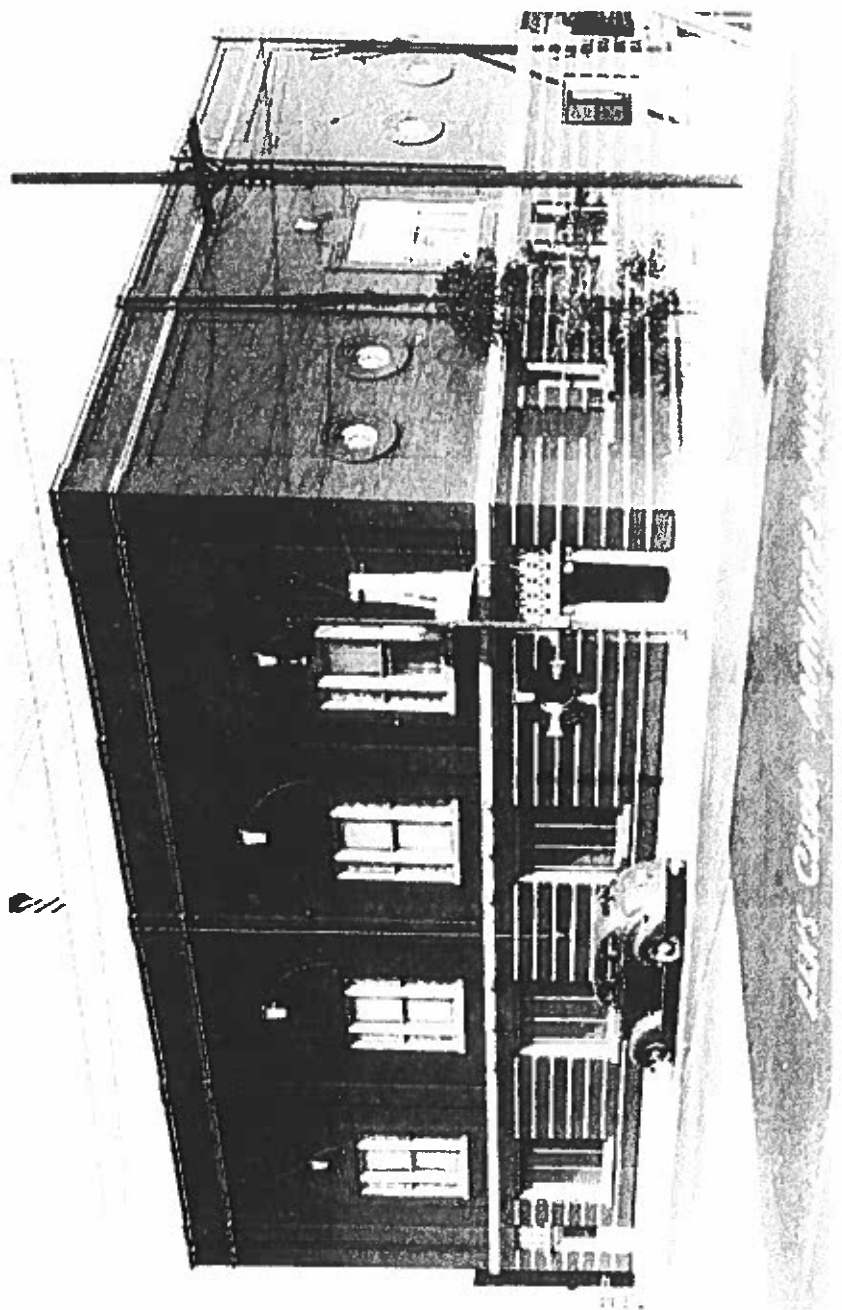
(HIGHLIGHTED)







1-17-2-3
HIGHLIGHTED AREA





PLANNING DEPARTMENT
Zoning Administrator
Kyle Storey
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

To: Historic District Commission
From: Kyle Storey & Tamara Buswinka
Re: 411 River St.

Dear Historic District Commission;

The following contains a detailed outline of communication with Jeff Gordon regarding property at 411 River St. since September. Just a reminder that these three permits were originally issued on the following dates:

- PHDC12001 – 3/7/2012
- PHDC15004 – 4/2/15
- PHDC15005 – 4/2/15

September 6, 2018 HDC Meeting:

HDC motioned to give 6 months extension with caveat that Mr. Gordon provides a detailed plan outlining how the work will be completed by September 6, 2019. No detailed plan was ever received by the Zoning Administration office.

September 12, 2018:

Letter sent to property owner reiterating permit extension based on ***caveat that permit will be extended for one-year if the applicant provide a detailed plan which outlines how all work will be completed by 9/6/2019.***

No plan was submitted to Zoning Administration office.

February 14, 2019 HDC Meeting:

HDC requested that letters be sent to Mr. Gordon reminding him that he should attend the March 7, 2019 meeting to discuss his expiring permits.

February 27, 2019 Zoning Administration Letter:

Letter sent to Mr. Gordon requesting his presence at the March 7, 2019 meeting. 7 days prior to the meeting.

March 7, 2019:

Mr. Gordon not present at HDC meeting.



PLANNING DEPARTMENT
Zoning Administrator
Kyle Storey
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

April 4, 2019 Zoning Administration Letter:

Letter sent to Mr. Gordon notifying him that his permit is expired and that he'd have to re-apply to continue work.

April 15, 2019 Phone Call from Mr. Gordon:

Mr. Gordon called asking questions about application, process, and when the HDC met.

Sincerely,

Kyle Storey

Manistee County Planner/Zoning Administrator



Historic District Commission

9/12/2018

Jeff Gordon
411 ½ River St.
Manistee, MI 49660

Robert Carson, A.I.C.P.
Manistee County Planning Director
415 3rd St.
Manistee, MI 49660
231.398.3525
rcarson@manisteecountymi.gov
www.manisteemi.gov

Dear Mr. Gordon,

The City of Manistee Historic District Commission reviewed your request for extension of 3 permits for work to be completed at ~~347-349~~ 411 River Street. The Historic District Commission took the following action with each permit:

- Permit # PHDC12001: 6-month Permit Extension, All work is to be completed by 3/7/2019
- Permit # PHDC15004: 6-month Permit Extension, All work is to be completed by 3/7/2019
- Permit # PHDC15004: 6-month Permit Extension, Caveat that permit will be extended for one-year if the applicant provides a detailed plan which outlines how all work will be completed by 9/6/2019.

Your approved permit extensions are attached with copies of your original permit. Please contact me if you have any questions.

Sincerely,

Robert Carson, A.I.C.P.
Manistee County Planning Director



Historic District Commission



Tamara Buswinka, A.I.C.P.

Zoning Administrator

395 3rd St.

Manistee, MI 49660

231.398.3576

Zoningadministrator@manistee

countymi.gov

www.manisteemi.gov

Wednesday, February 27, 2019

Dear Mr. Gordon;

As indicated in the following exert of the Feb. 14, 2019 Historic District Commission meeting, your presence is requested at the March 7, 2019 regularly scheduled meeting.

The reason your presence is requested is because your HDC Permits 12001, 15004, and 15005 are set to expire on March 7, 2019. The HDC, as indicated in the draft meeting minutes of Feb. 14, 2019, is not inclined to renew your permits without a discussion with you.

An exert from HDC Draft Feb. 14, 2019 Minutes:

"Commissioner Trucks requested letters be sent to applicants of expired permits stating if they wish to reinstate their permit a new permit must be completed.

Commissioner Connor wished to have letters be sent to applicants with permits that will soon expire and include the need of the applicant to come before the board to request an extension.

Commissioner Albee added the letter include a statement that if a permit was not completed within a certain timeframe the permit will not be extended. He asked for further discussion on assigning board members to an open permit project and reporting the status of the project to the board."

If you have any questions, please do not hesitate to contact me at (231) 398 3576.

Again, the HDC expects to see you in person at the March 7, 2019 HDC meeting. The meeting begins at 3pm and is held in the City of Manistee Council Chamber, City Hall, 70 Maple Street.

Yours,

Tamara Buswinka, A.I.C.P.

City of Manistee Zoning Administrator



Historic District Commission

Jeff Gordon
411 River Street
Manistee, MI 49660



Tamara Buswinka, A.I.C.P.
Zoning Administrator
395 3rd St.
Manistee, MI 49660
231.398.3576
Zoningadministrator@manistee
countymi.gov
www.manisteemi.gov

April 4, 2019

Dear Mr. Gordon;

This letter is to notify you that permits: HDC Permits 12001, 15004, and 15005 expired March 7, 2019.

Please note that you will need to apply for new permits if you wish to continue to make your desired improvements.

Yours,

Tamara Buswinka, A.I.C.P.
City of Manistee Zoning Administrator



Historic District Commission
 Planning & Zoning Department
 70 Maple Street
 Manistee, MI 49660
 231.398.2805
www.manisteemi.gov

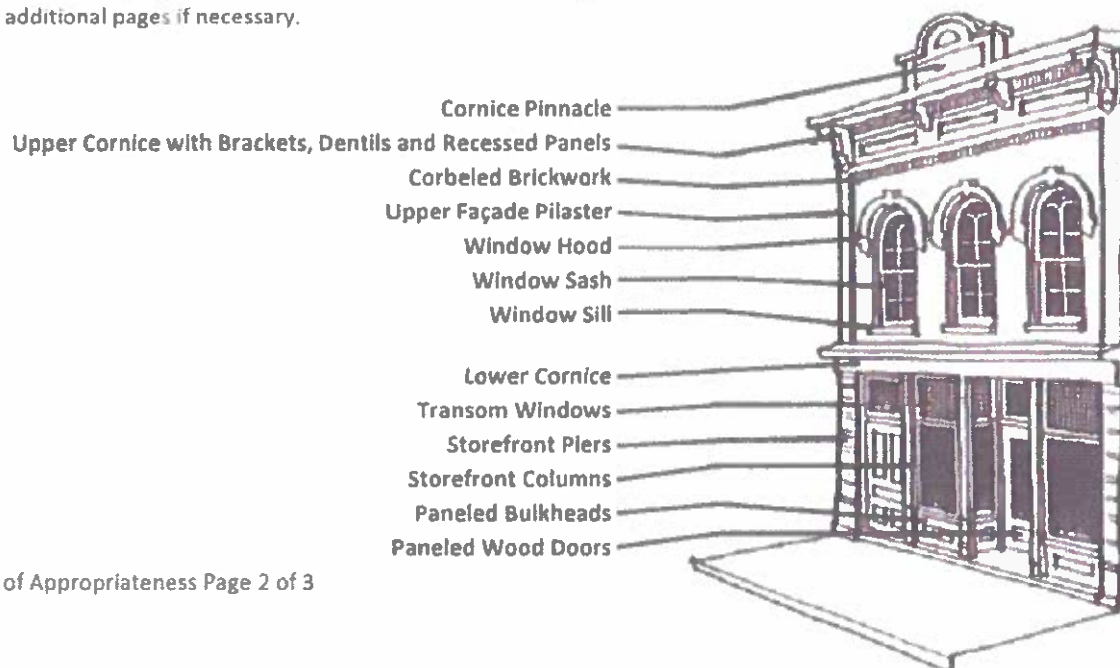
Application for a Certificate of Appropriateness

Please Print

Standards			
<p>If the owner of the property is interested in receiving tax credits, APPLICATION MUST BE MADE FIRST TO THE STATE HISTORIC PRESERVATION OFFICE. If original features are found during renovation or demolition, a project must be stopped until an emergency meeting of the Historic District Commission is held to determine if the feature is to be incorporated into the project. If the applicant applied for Tax Credits the State Historic Preservation Office must be notified also.</p>			
<p><input checked="" type="checkbox"/> This box must be checked by the applicant indicating that they have read and understood the requirements for tax credits and that a project may be stopped for review if original features are found during the course of the project. If this box is not checked the application will not be processed.</p>			
<p>Properties within the City of Manistee Historic District are subject to the City of Manistee Historic District Ordinance (Chapter 1280 Historic District of the Code of Ordinances). The purpose of the ordinance is to preserve and protect our historic resource. The Historic District Commission is established by the Ordinance, and has the authority to review and approve all work permit applications and plans for exterior property improvements within the Historic District. Regular building maintenance is permitted and encouraged; however, a work permit is required for all alterations, significant repairs, new construction, demolition, moving of buildings, and all other activities affecting the exterior appearance of buildings and properties within these districts. Please consult staff for guidelines and specific details on permissible work.</p>			
Submission of Application			
<p>This application must be received by the City at least 10 days prior to a regularly scheduled monthly Historic District Commission meeting. The meeting is held the first Thursday of the month at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan unless it is a legal holiday. Applicants are strongly encouraged to conduct a preliminary discussion with staff and attend the meeting to explain the proposed work.</p>			
Property Information			
Address: 411 River Street, Manistee MI 49661		Parcel # 51-350-702-03	
Applicant Information			
Name of Owner or Lessee: Jeff Gordon			
Address: 411 River Street			
Phone #: 248 228 6739	Cell#: 248 228 6739	e-mail: jeffgordon1@gmail.com	
Name of Contractor (if applicable):			
Address:			
Phone #:	Cell#:	e-mail:	
License Number:		Expiration Date:	
Application Requirements			
<p>The following information must be included with this application. Additional information may be required. The applicant must supply 12 copies of any items submitted that are in color.</p> <p>Paint colors, Signage and Awnings are approved under a separate application.</p> <p>The Historic District Commission requires a copy of the Building Plans for review and for file.</p>			
<input checked="" type="checkbox"/>	Current photo of the structure as seen from the street and where proposed work is to take place.		
<input checked="" type="checkbox"/>	Sketch, drawing or plans drawn to scale to show details and specification of ornamental features.		
<input checked="" type="checkbox"/>	Replacement doors, windows and lights require a copy of the specification sheet.		
<input checked="" type="checkbox"/>	A completed Certificate of Appropriateness Checklist.		
<input checked="" type="checkbox"/>	Replacement doors, windows and lights require a copy of the specification sheet.		

Description of Work			
<input type="checkbox"/> New Construction	<input checked="" type="checkbox"/> Rehabilitation/Restoration	<input type="checkbox"/> Addition	<input type="checkbox"/> Other (specify)
<p>Describe the proposed project</p> <p>Rehabilitation of the store front at 411 River Street with the objective of matching the historical design. Reference details of the target design can be found in several attached photographs of the historic store front, including a picture from the horse and buggy days.</p> <ul style="list-style-type: none"> o Replace existing metal main entrance door with historically accurate wooden door, diagram attached o Clean and paint existing cast iron columns at front entrance. Paint color to be green with white trim. o Complete frame and trim for both transom and first floor windows, replace glass. o Add trim to lower cornice 			
Proposed Start Date <u>May 2019-2020</u>		Proposed Completion Date <u>May 2019-2020</u>	
Incomplete requests will be returned to the applicant to supply needed information for review.			
Authorization			
<p><i>I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.</i></p>			
Applicant Signature: _____		Date: <u>4/20/19</u>	
<p><i>By Signing this form the Applicant/Owner certifies that on or before the date of completion of proposed work, my building will have a code compliant smoke detector or fire alarm system.</i></p>			
Office Use Only			
HDC - _____ - _____		Notes: _____	
Signature: _____		Date: _____	

This drawing depicts many of the types of historical decoration found in the Manistee Historical Business District. While all of the elements may not apply to your building this should assist in listing areas of renovation. The next page is a check list to assist in the application process. Please check all that apply to your project and give a brief explanation of proposed work. Use additional pages if necessary.



Certificate of Appropriateness Checklist

Check all of the Renovations that Apply to your project and give a brief explanation of the project attach additional sheets if necessary:

Example:

- | | | |
|--------------------------|--------------------|--|
| <input type="checkbox"/> | Cornice Pinnacle: | <u>N/A</u> |
| X | Upper Cornice | <u>Repair and replace with new materials. Wood will be used and painted to match exiting color scheme.</u> |
| X | Corbeled Brickwork | <u>Clean using method prescribed in Preservation Brief #1 - Assessing Cleaning and Water-Repellent Treatment for Historic Masonry Buildings.</u> |

<input type="checkbox"/> Cornice Pinnacle	n/a
<input type="checkbox"/> Upper Cornice	n/a
<input type="checkbox"/> Corbeled Brickwork	n/a
<input type="checkbox"/> Upper Façade Pilaster	n/a
<input type="checkbox"/> Window Hood	n/a
<input type="checkbox"/> Upper Windows	n/a
<input checked="" type="checkbox"/> Lower Cornice	Add trim to existing lower cornice to match that found in several attached photographs.
<input checked="" type="checkbox"/> Transom Windows	Complete frame and trim, replace glass.
<input type="checkbox"/> Storefront Piers	n/a
<input checked="" type="checkbox"/> Storefront Columns	Clean and paint existing cast iron columns at front entrance. Paint color to be black with silver trim.
<input checked="" type="checkbox"/> Paneled Bulkhead	Place historically accurate paneled bulkheads, diagram attached
<input checked="" type="checkbox"/> First Floor Windows	Complete frame and trim, replace glass.
<input checked="" type="checkbox"/> Doors	Replace existing metal main entrance door with historically accurate paneled wooden door, diagram included.
<input type="checkbox"/> Other	n/a

411 River Street – Certificate of Appropriateness

Historic Photos

411 River –
First window
visible on
left of photo



Corbels
to match
those in
image



411 River Street – Certificate of Appropriateness

Reference: Images of Trim details

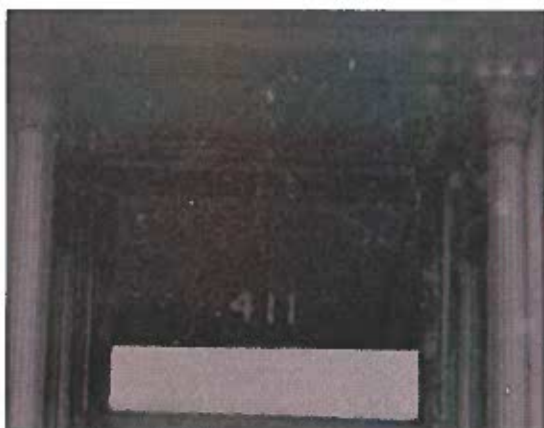
Transom and First Floor Windows



Add trim to existing Transom and First Floor Windows to match design in image.

Window trim to include 1 1/2' base cove (2"x6"), with 3/4" trim (1"x3")

Storefront Columns

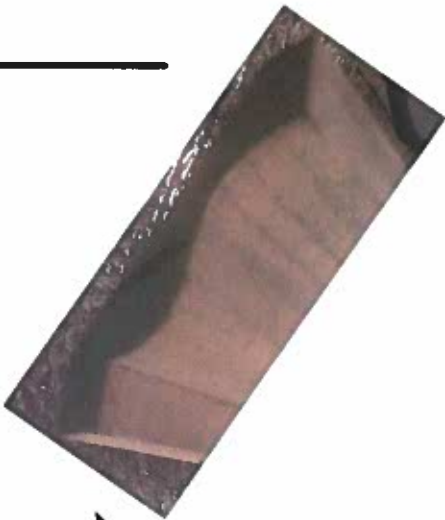
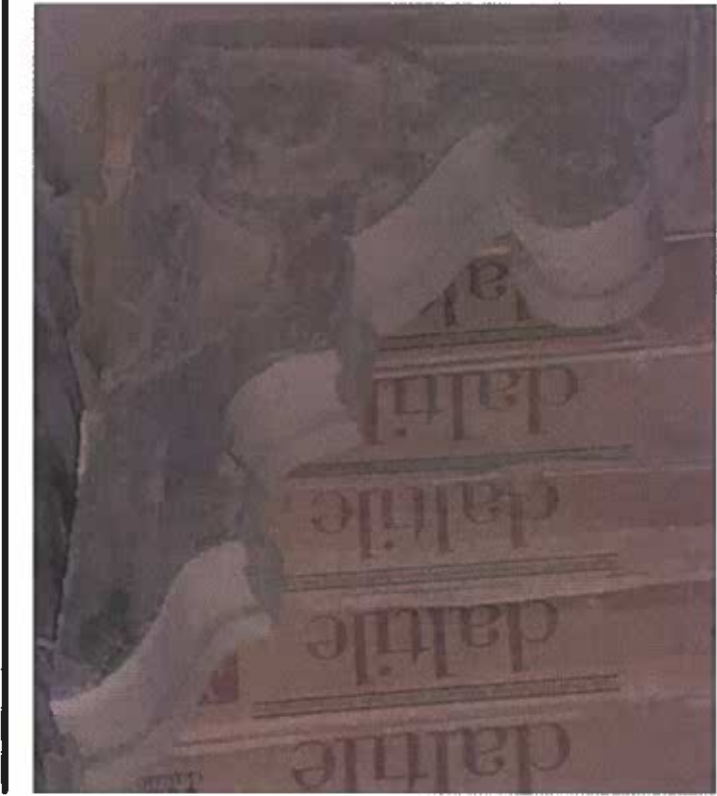


Clean and paint existing cast iron columns at front entrance. Paint color to be black with silver trim.

411 River Street – Certificate of Appropriateness

Reference: Images of Trim details

Lower Cornice

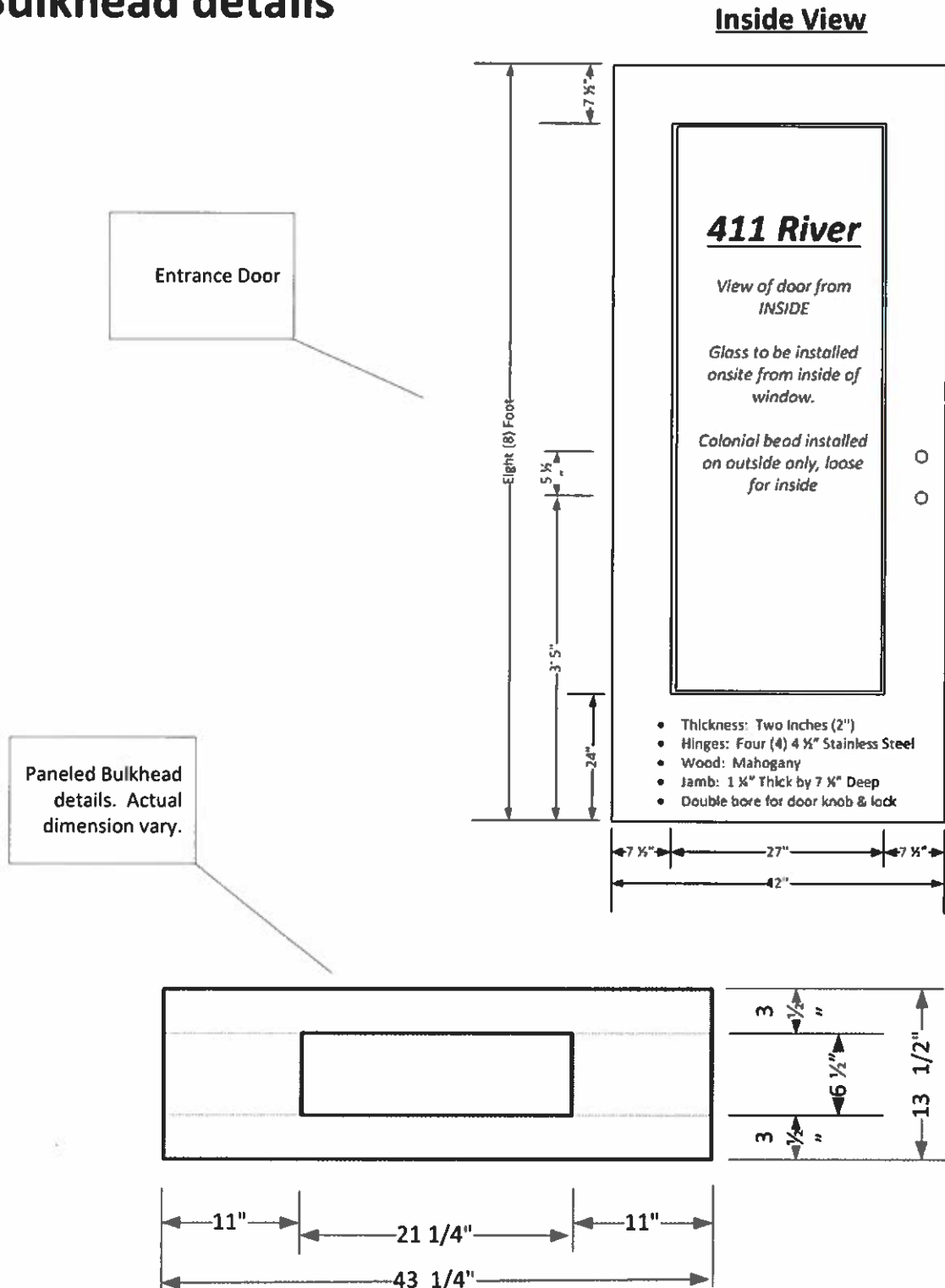


Cove molding on face of Lower Cornice

Corbels on face of Lower Cornice

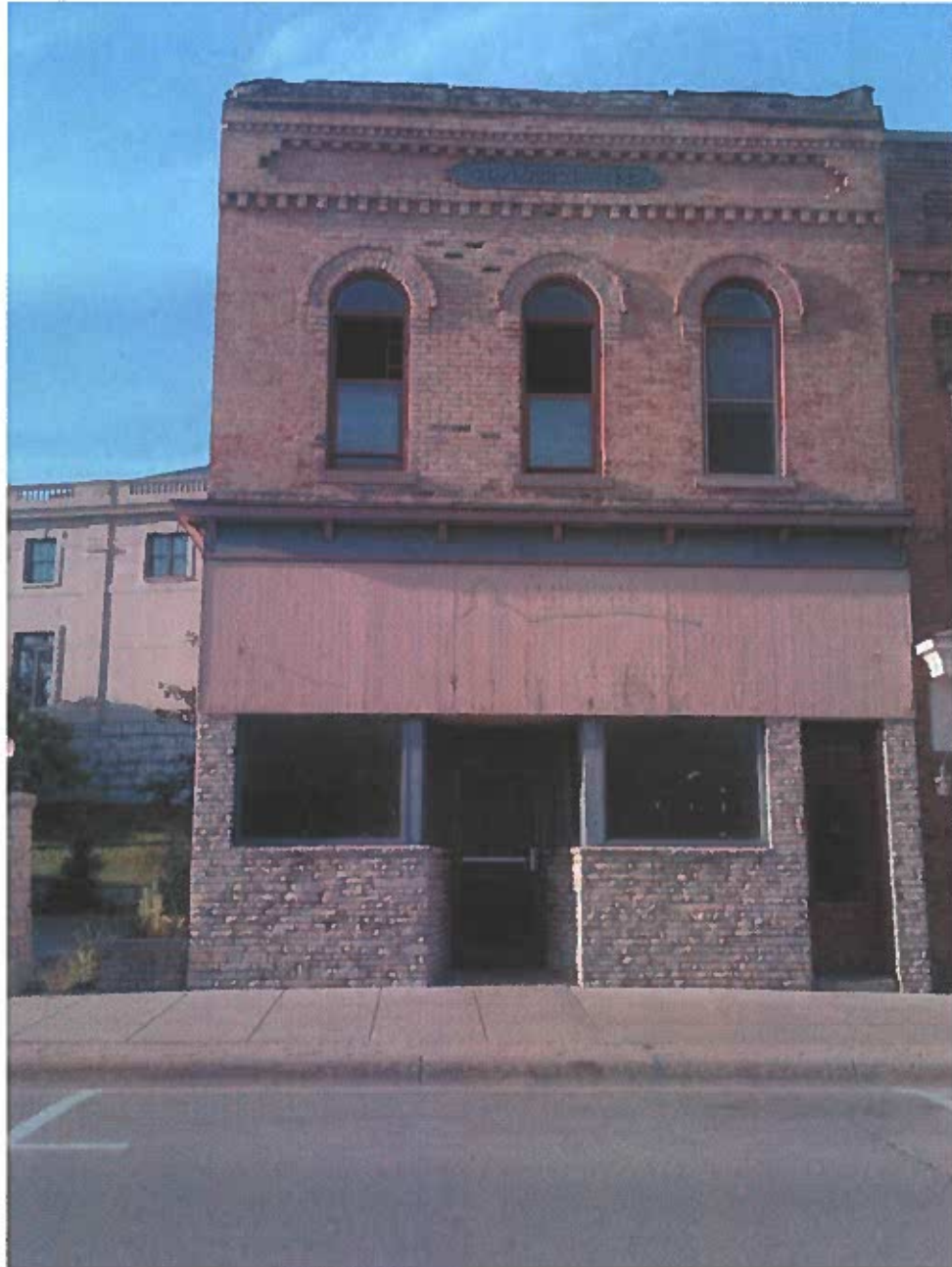
411 River Street – Certificate of Appropriateness

Reference: Main Entrance Door and Paneled Bulkhead details



411 River Street – Certificate of Appropriateness

Reference: Building before renovation began



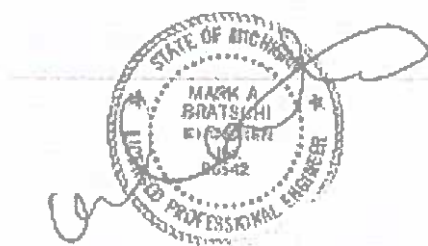
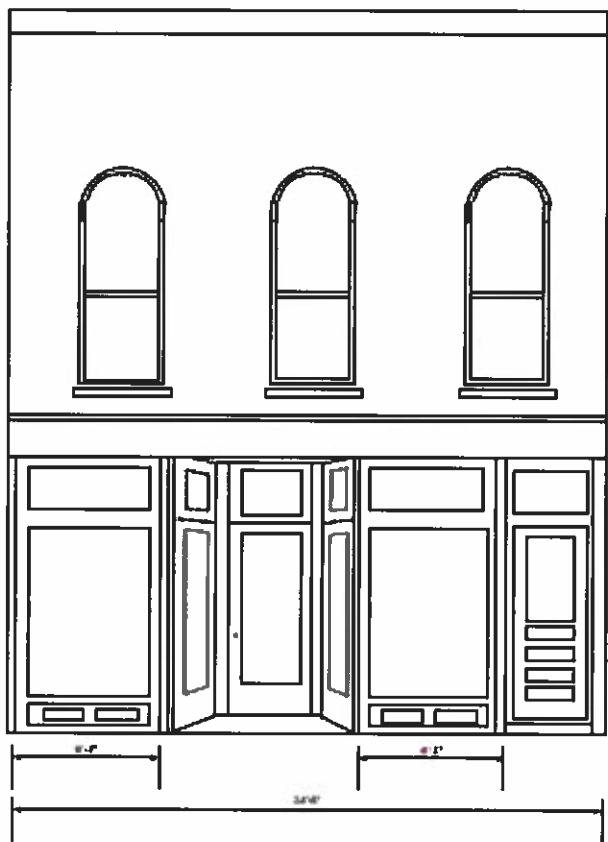
411 River Street – Certificate of Appropriateness

Reference: Current Image



411 River Street – Certificate of Appropriateness

Reference: Building drawing



Scale: 1/4" = 1'-0"	Building remodel for 411 River Street Manistee, MI 49660	City Name: Manistee, MI 49660	Sheet: SHEET 1 OF 4
Date: Jan 18, 2019			
Drawn by: Jeff Gordon			
Checked by: Checked by			



Permit #: PHDC15-004
Issued: 04/02/2015
Expires: 03/07/2019

Historic District Certificate of Appropriateness

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
411 RIVER ST 51-350-702-05 C-3	411 1/2 RIVER ST MANISTEE MI 49660	411 1/2 RIVER ST MANISTEE MI 49660

Work Description:

On April 2, 2015 the Historic District Commission took the following action; 411 River Street – Permits PHDC10015, PHDC10018, and PHDC1103; Mr. Gordon said these three permits could be combined into one permit. He asked that all the permits have the same expiration date.

PHDC10015 - On August 5, 2010 the Historic District Commission issued a Certificate of Appropriateness to remove bay windows on east side of building and replace with commercial grade windows supplied by Glass Specialties as submitted with application HDC-2010-15 dated 7-15-10.

PHDC10018 - On September 2, 2010 the Historic District Commission approved the request for a Certificate of Appropriateness for the installation of a new Wood Door on the East Side of the Building as submitted with application HDC-2010-18 or a door with vertical panels as approved by Steve Harold can be used; On May 9, 2011 the Historic District Commission approved the request to amend Permit HDC-2010-18 by allowing the addition of the following:

1. A 10" limestone window heading jam for each opening;
2. A 5" limestone window sill at the base of each opening.
3. That either a 4" or 5" limestone, wood, or brick vertical on each side of the opening. Final approval for the proportions of the vertical will be approved by the Museum Director or Curator; On June 2, 2011 the Historic District Commission approve the request to amend permit HDC-2010-18 by allowing the placement of brick closing matching those found within the wall inside jamb of each window opening (replacing the vertical limestone columns previously reviewed) and allowing the applicant the option to split each of the northern most windows into two equal sized windows (60" x 48") as submitted with request.

PHDC11003 - On May 5, 2011 the Historic District Commission approved the request for a Certificate of Appropriateness to replace the front door on the west side of the building that leads to the upstairs as submitted with application HDC-2011-03. In the event that Mr. Gordon's supplier can find a door with a glass panel final approval can be granted by the Museum Director or Curator for approval.

MOTION by John Perschbacher, seconded by T. Eftaxiadis that permits PHDC10015, PHDC10018, and PHDC1103 be combined into one permit to expire on December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Excerpt February 3, 2017 HDC Meeting Minutes:

At the request of the Historic District Commission staff reached out to Jeff Gordon for updates on outstanding permits. Mr. Gordon was present and spoke if his intention to apply for DDA facade grants. The applications are due in early May with a DDA decision by July. The window to complete the grant work is one year, so our request is that the historical permits be extended through the end of July 2018 for all the outstanding permits for both buildings. Mr. Gordon spoke to the commission about the outstanding items on the three permits PHDC1201, PHD1504 and PHDC1505.

Motion by Lee Trucks, seconded by Mary Russell that the Historic District Commission permits until July 31, 2018.

With a roll call vote this motion passed 5 to 0.

Yes: Russell, Eftaxiadis, Trucks, Bennett, Kracht
No: None

Excerpt from September 6th, 2018 Meeting Minutes

The HDC by motion extended Permit #PCDH15004 for six months with expiration on March 7th, 2019.

Motion by: Albee; Second by Bennett, Motion Passed 4-0

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
Certificate of Appropriateness	Application	0.00	0.00

This permit is valid for a period of one year from the date issued.

Fee Total: \$0.00
Amount Paid: \$0.00
Balance Due: \$0.00



Official



Permit #: PHDC15-005
Issued: 04/02/2015
Expires: 03/07/2019

Historic District Certificate of Appropriateness

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
411 RIVER ST 51-350-702-05 C-3	411 1/2 RIVER ST MANISTEE MI 49660	411 1/2 RIVER ST MANISTEE MI 49660

Work Description:

On April 2, 2015 the Historic District Commission took the following action; 411 River Street – Permits PHDC11006, PHDC11007, and PHDC11008; Mr. Gordon said these three permits could be combined into one permit.

PHDC11006 - On May 5, 2011 the Historic District Commission approved the request for a Certificate of Appropriateness to replace the front door on the west side of the building that leads to the upstairs as submitted with application HDC-2011-03; In the event that Mr. Gordon's supplier can find a door with a glass panel final approval can be granted by the Museum Director or Curator for approval.

PHDC11007 - On June 2, 2011 the Historic District Commission issued a Certificate of Appropriateness to remove existing non-historical features and reconstruct the window frames and storefront matching the historical details found behind the current façade and expose the main entry columns hidden behind the current front as submitted with application HDC-2011-07; Museum Director will have final approval for paint colors (no stark white).

PHDC-11008 - On June 2, 2011 the Historic District Commission issued a Certificate of Appropriateness request to remove existing store entrance, maintaining historical elements that exist, reconstruct the door frame to match documented historical doors with the option to use either a double or single door as submitted with application HDC-2011-08; Museum Director will have final approval for paint colors (no stark white).

MOTION by T. Eftaxiadis seconded by Aaron Bennett that permits PHDC11006, PHDC11007, and PHDC11008 be combined into one permit to expire on December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Yes: Perschbacher, Eftaxiadis, Bennett, Kracht
No: None

Excerpt February 2, 2017 HDC Meeting Minutes:

At the request of the Historic District Commission staff reached out to Jeff Gordon for updates on outstanding permits. Mr. Gordon was present and spoke of his intention to apply for DDA facade grants. The applications are due in early May with a DDA decision by July. The window to complete the grant work is one year, so our request is that the historical permits be extended through the end of July 2018 for all the outstanding permits for both buildings.

Mr. Gordon spoke to the commission about the outstanding items on the three permits PHDC1201, PHD1504 and PHDC1505.

Motion by Lee Trucks, seconded by Mary Russell that the Historic District Commission permits until July 31, 2018.

With a roll call vote this motion passed 5 to 0.

Yes: Russell, Eftaxiadis, Trucks, Bennett, Kracht
No: None

Excerpt from September 6th, 2018 Meeting Minutes

HDC by motion extended permit # PHDC15004 for 6 months with a caveat that a detailed plan outlining how the completion of all items in the permit will occur by September 6th, 2019. The HDC will extend the permit until September 6th, 2019 upon receiving the detailed plan from the applicant.

Motion by: Albee; Second by Bennett; Motion passed 4-0
Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
Certificate of Appropriateness	Application	0.00	0.00
This permit is valid for a period of one year from the date issued.		Fee Total:	\$0.00
		Amount Paid:	\$0.00
		Balance Due:	\$0.00

Official



Permit #: PHDC12001
Issued: 03/07/2012
Expires: 03/07/2019

Historic District Certificate of Appropriateness

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
411 RIVER ST 51-350-702-05 C-3	411 1/2 RIVER ST MANISTEE MI 49660	411 1/2 RIVER ST MANISTEE MI 49660

Work Description:

Certificate of Appropriateness as approved by the Historic District Commission during their meeting of February 2, 2012 Jeff Gordon and Paula Rozmiarek, 411 River Street to replace the existing metal main entrance door with a historically accurate wooden double door as submitted with application HDC-2012-01

On January 3, 2013 the Historic District Commission granted extension. Permit will expire December 31, 2013

On April 2, 2014 the Historic District Commission took the following action

411 River Street – Permit PHDC12001

Mr. Gordon said this portion of the project may not be completed by December 31, 2015. The Commission said that he could request an extension if needed and the request could be made on his behalf by the Museum Director if needed.

MOTION by John Perschbacher, seconded by T. Eftaxiadis that permits PHDC12001 be extended until December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Yes: Perschbacher, Eftaxiadis, Bennett, Kracht
No: None

Excerpt February 3, 2017 HDC Meeting Minutes:

At the request of the Historic District Commission staff reached out to Jeff Gordon for updates on outstanding permits. Mr. Gordon was present and spoke of his intention to apply for DDA facade grants. The applications are due in early May with a DDA decision by July. The window to complete the grant work is one year, so our request is that the historical permits be extended through the end of July 2018 for all the outstanding permits for both buildings.

Mr. Gordon spoke to the commission about the outstanding items on the three permits PHDC1201, PHD1504 and PHDC1505.

Motion by Lee Trucks, seconded by Mary Russell that the Historic District Commission permits until July 31, 2018.

With a roll call vote this motion passed 5 to 0.

Yes: Russell, Eftaxiadis, Trucks, Bennett, Kracht
No: None

Excerpt September 6th, 2018 Meeting Minutes:

The applicant was unable to attend the meeting. The HDC by motion made the following permit extension and condition.
Permit # PHDC12001: 6 month extension of permit with all items on the original permit completed by March 7th, 2019

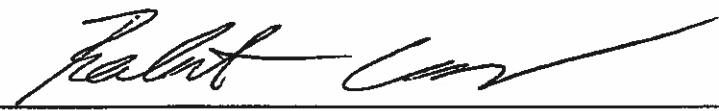
Motion by: Albee; Seconded by: Bennett Motion passed 4-0

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
-------------	-----------	-----------	------------

This permit is valid for a period of one year from the date issued.

Fee Total:	\$0.00
Amount Paid:	\$0.00
Balance Due:	\$0.00



Official



PLANNING DEPARTMENT
Zoning Administrator
Kyle Storey
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

To: Historic District Commission

From: Kyle Storey & Tamara Buswinka

Re: 347-349 River St.

Dear Historic District Commission;

The following is a re-application for the following expired permits and dates they were originally approved:

- PHDC 08032 – 10/02/2008
- PHDC 09014 – 07/10/2009
- PHDC 11009 – 06/06/2011

Sincerely,

Kyle Storey

Manistee County Planner/Zoning Administrator

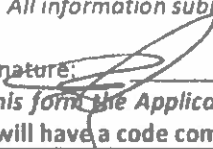


Historic District Commission
Planning & Zoning Department
70 Maple Street
Manistee, MI 49660
231.398.2805
www.manisteemi.gov

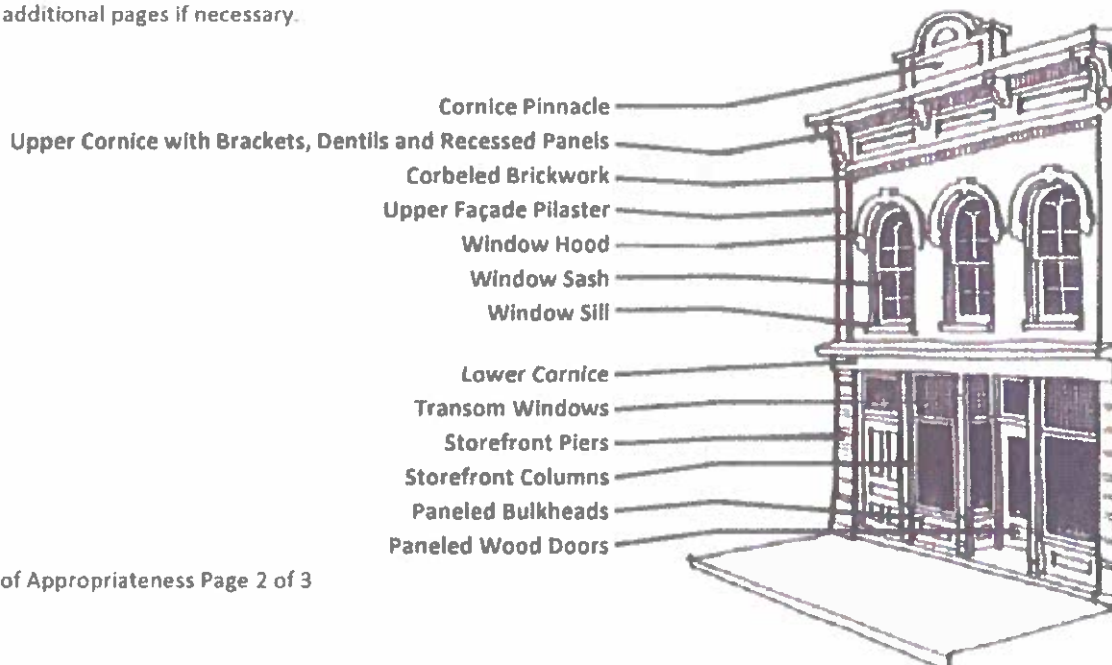
Application for a Certificate of Appropriateness

Please Print

Standards			
<p>If the owner of the property is interested in receiving tax credits, APPLICATION MUST BE MADE FIRST TO THE STATE HISTORIC PRESERVATION OFFICE. If original features are found during renovation or demolition, a project must be stopped until an emergency meeting of the Historic District Commission is held to determine if the feature is to be incorporated into the project. If the applicant applied for Tax Credits the State Historic Preservation Office must be notified also.</p>			
<p><input checked="" type="checkbox"/> This box must be checked by the applicant indicating that they have read and understood the requirements for tax credits and that a project may be stopped for review if original features are found during the course of the project. If this box is not checked the application will not be processed.</p>			
<p>Properties within the City of Manistee Historic District are subject to the City of Manistee Historic District Ordinance (Chapter 1280 Historic District of the Code of Ordinances). The purpose of the ordinance is to preserve and protect our historic resource. The Historic District Commission is established by the Ordinance, and has the authority to review and approve all work permit applications and plans for exterior property improvements within the Historic District. Regular building maintenance is permitted and encouraged; however, a work permit is required for all alterations, significant repairs, new construction, demolition, moving of buildings, and all other activities affecting the exterior appearance of buildings and properties within these districts. Please consult staff for guidelines and specific details on permissible work.</p>			
Submission of Application			
<p>This application must be received by the City at least 10 days prior to a regularly scheduled monthly Historic District Commission meeting. The meeting is held the first Thursday of the month at 3:00 p.m. in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan unless it is a legal holiday. Applicants are strongly encouraged to conduct a preliminary discussion with staff and attend the meeting to explain the proposed work.</p>			
Property Information			
Address: 347 River Street, Manistee MI 49661		Parcel # 51-453-708-04	
Applicant Information			
Name of Owner or Lessee: Paula Rozmiarek			
Address: 74 Filer Street			
Phone #: 231 723 9322		Cell#: 248 228 6739	e-mail: jeffgordon1@gmail.com
Name of Contractor (if applicable):			
Address:			
Phone #:		Cell#:	e-mail:
License Number:		Expiration Date:	
Application Requirements			
<p>The following information must be included with this application. Additional information may be required. The applicant must supply 12 copies of any items submitted that are in color.</p> <p>Paint colors, Signage and Awnings are approved under a separate application.</p> <p>The Historic District Commission requires a copy of the Building Plans for review and for file.</p>			
<input checked="" type="checkbox"/>	Current photo of the structure as seen from the street and where proposed work is to take place.		
<input checked="" type="checkbox"/>	Sketch, drawing or plans drawn to scale to show details and specification of ornamental features.		
<input checked="" type="checkbox"/>	Replacement doors, windows and lights require a copy of the specification sheet.		
<input checked="" type="checkbox"/>	A completed Certificate of Appropriateness Checklist.		
<input checked="" type="checkbox"/>	Replacement doors, windows and lights require a copy of the specification sheet.		

Description of Work			
<input type="checkbox"/> New Construction	<input checked="" type="checkbox"/> Rehabilitation/Restoration	<input type="checkbox"/> Addition	<input type="checkbox"/> Other (specify)
<p>Describe the proposed project</p> <p>Renovation of the store front at 347 River & 349 River Street with the objective of matching the historical design. Reference details supporting the target design can be found in the attached photographs.</p> <p>347 River Street:</p> <ul style="list-style-type: none"> o Add trim to lower cornice, reinstall original corbels and complete installation of paneled bulkheads. o Complete installation of trim for both transom and first floor windows, replace glass. <p>349 River Street</p> <ul style="list-style-type: none"> o Add trim to lower cornice, install paneled bulkheads to match design of 347 River. o Complete installation of framing and trim for both transom and first floor windows, with design to replicate that of 347 River, replace glass. o Match existing entrance door with historically accurate paneled wooden door. 			
Proposed Start Date <u>May 2019-2020</u>		Proposed Completion Date <u>May 2019-2020</u>	
Incomplete requests will be returned to the applicant to supply needed information for review.			
Authorization			
<p>I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.</p>			
Applicant Signature: 		Date: <u>4/20/19</u>	
<p>By Signing this form the Applicant/Owner certifies that on or before the date of completion of proposed work, my building will have a code compliant smoke detector or fire alarm system.</p>			
Office Use Only			
HDC - _____	Notes: _____		
Signature: _____		Date: _____	

This drawing depicts many of the types of historical decoration found in the Manistee Historical Business District. While all of the elements may not apply to your building this should assist in listing areas of renovation. The next page is a check list to assist in the application process. Please check all that apply to your project and give a brief explanation of proposed work. Use additional pages if necessary.



Certificate of Appropriateness Checklist

Check all of the Renovations that Apply to your project and give a brief explanation of the project attach additional sheets if necessary:

Example:

- ☐ Cornice Pinnacle: N/A
- ☒ Upper Cornice Repair and replace with new materials. Wood will be used and painted to match exiting color scheme.
- ☒ Corbeled Brickwork Clean using method prescribed in Preservation Brief #1 - Assessing Cleaning and Water-Repellent Treatment for Historic Masonry Buildings.

<input type="checkbox"/> Cornice Pinnacle	n/a
<input type="checkbox"/> Upper Cornice	n/a
<input type="checkbox"/> Corbeled Brickwork	n/a
<input type="checkbox"/> Upper Façade Pilaster	n/a
<input type="checkbox"/> Window Hood	n/a
<input type="checkbox"/> Upper Windows	n/a
<input checked="" type="checkbox"/> Lower Cornice	347 and 349 River - Add trim to existing lower cornice to match that found in attached photograph, reinstall original cleaned and painted corbels.
<input checked="" type="checkbox"/> Transom Windows	347 River - Complete twrim and replace glass. 349 River - Complete frame and trim, replace glass.
<input type="checkbox"/> Storefront Piers	n/a
<input type="checkbox"/> Storefront Columns	n/a
<input checked="" type="checkbox"/> Paneled Bulkhead	347 River - Finish placement of paneled bulkheads, as depicted in attached photograph. 349 River - Match 347 River installation.
<input checked="" type="checkbox"/> First Floor Windows	347 River - Complete installation of trim, replace glass. 349 River - Match 347 River installation.
<input checked="" type="checkbox"/> Doors	347 River - Completed. 349 River - Match existing entrance door with historically accurate paneled wooden door, diagram attached.
<input type="checkbox"/> Other	n/a

347 River Street – Certificate of Appropriateness

Reference: Building drawing



FRONT ELEVATION VIEW

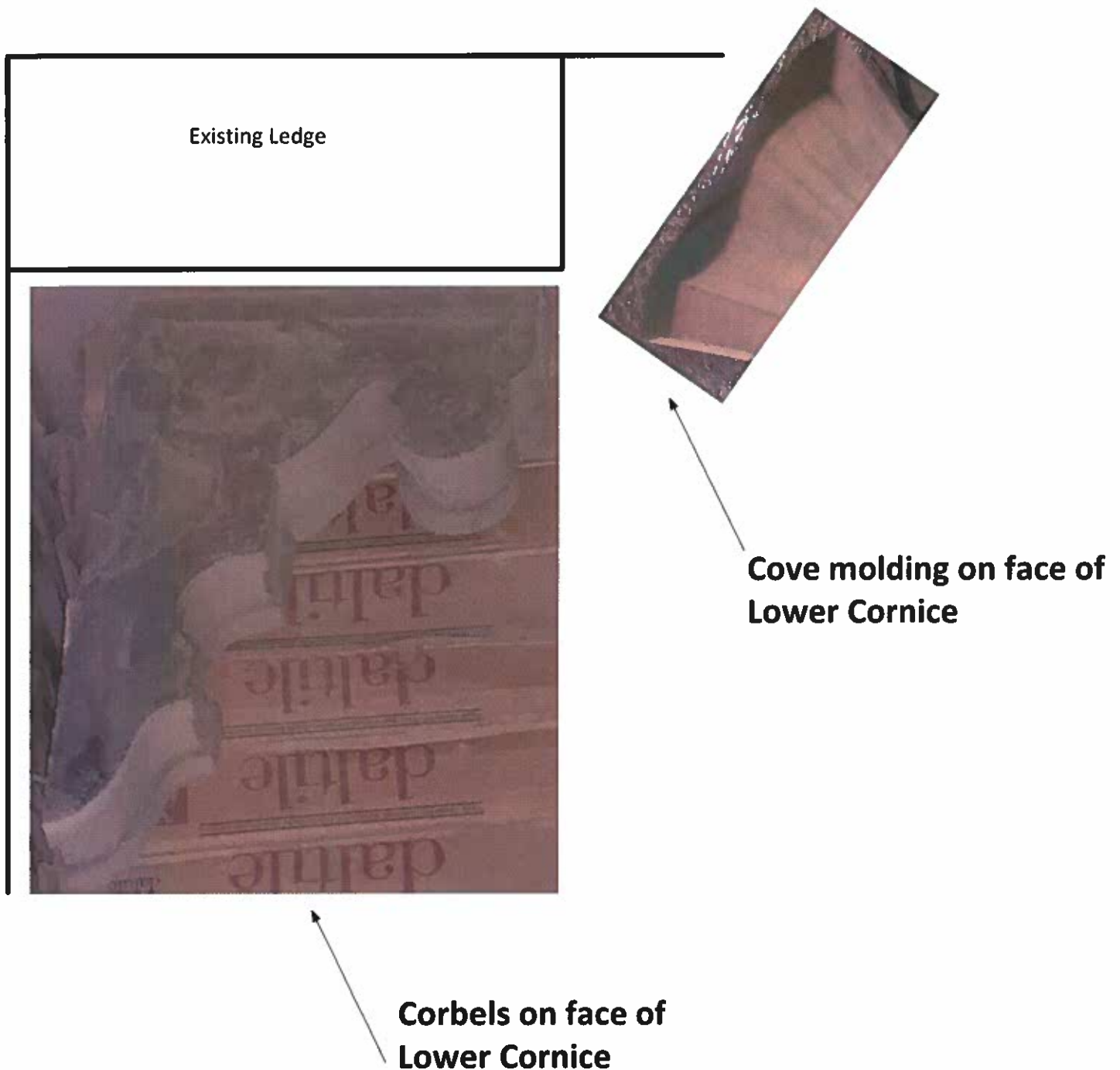


Scale: 1/4" = 1'-0"	facade remodel for 347 – 349 River Street Manistee, MI 49660	File Name: <small>347-349 River Street.dwg</small>	Sheet SHEET 1 OF 1
Date: Jan 10, 2019			
Drawn by: Jill Gordon			
Checked by: Checked by			

347-349 River Street – Certificate of Appropriateness

Reference: Images of Trim details

Lower Cornice



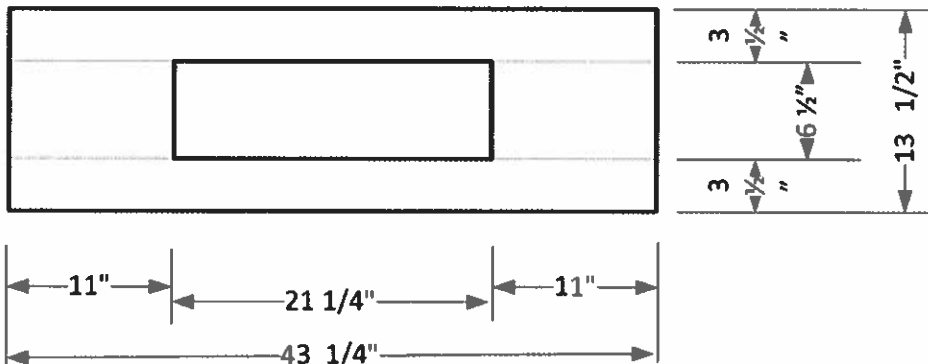
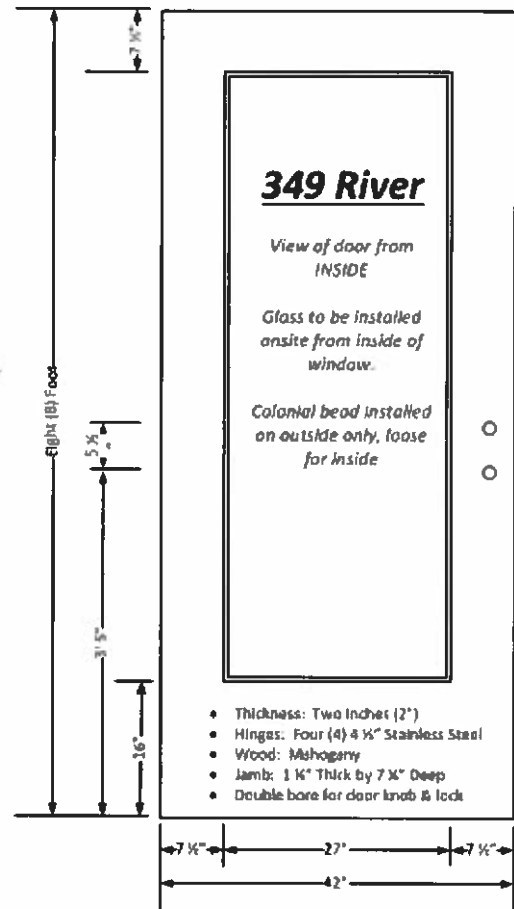
347 River Street – Certificate of Appropriateness

Reference: Main Entrance Door and Paneled Bulkhead details plus Cornice

Inside View



Paneled Bulkhead details. Actual dimension vary.



Cornice to match historical design



349 River Street – Certificate of Appropriateness

Reference: Current Image

Transom
Windows to
match 347
River Street

First Floor
Window to
match 347
River Street



Paneled
Bulkheads
to match
347 River

347 River Street – Certificate of Appropriateness

Reference: Current Image

Transom
window to
match entry
details



Paneled
Bulkhead to
match entry
details

347 River Street – Certificate of Appropriateness

Reference: Current Image





Historic District Commission

Paula Rozmarek
74 Filer St.,
Manistee, MI 49660

Robert Carson, A.I.C.P.
Manistee County Planning Director
415 3rd St.
Manistee, MI 49660
231.398.3525
rcarson@manisteecountymi.gov
www.manisteemi.gov

Dear Ms. Rozmarek,

The City of Manistee Historic District Commission reviewed your request for extension of 3 permits for work to be completed at 347-349 River Street. The Historic District Commission took the following action with each permit:

- Permit # PHDC08032: 6-month Permit Extension, All work is to be completed by 3/7/2019
- Permit # PHDC09014: 6-month Permit Extension, All work is to be completed by 3/7/2019
- Permit # PHDC11009: 6-month Permit Extension, *Caveat that permit will be extended for one-year if the applicant provides a detailed plan which outlines how all work will be completed by 9/6/2019.*

Your approved permit extensions are attached with copies of your original permit. Please contact me if you have any questions.

Sincerely,

Robert Carson, A.I.C.P.
Manistee County Planning Director

Kyle Storey

From: Jeff Gordon <jeffgordon1@gmail.com>
Sent: Monday, April 22, 2019 5:18 PM
To: Rob Carson, AICP Manistee County Planning Director; Kyle Storey
Subject: Fwd: 3347, 349 and 411 River Applications for Historical Appropriateness
Attachments: Support detail for 411 River AfCoA - 21April19.pdf; Application for Certificate of Appropriateness - 411 River - 21Apr19 Final.pdf; Application for Certificate of Appropriateness - 347-349 River - 21Apr19 Final.pdf; Support detail for 347-349 River AfCoA - 21April19.pdf

[WARNING: External Message]

Hi Rob and Kyle - Regarding the attached projects, the plan is to complete 347 and 349 River by late summer, and 411 by late fall.

Thanks!

Jeff

(248) 228-6739

----- Forwarded message -----

From: Jeff Gordon <jeffgordon1@gmail.com>
Date: Mon, Apr 22, 2019 at 12:07 PM
Subject: 347, 349 and 411 River Applications for Historical Appropriateness
To: Rob Carson <rcarson@manisteecountymi.gov>
CC: Jeffrey Gordon <jeffgordon1@gmail.com>

Hi Rob,

Attached to this email are applications for consideration during the May 6th Historic District Commission meeting. I will attend the meeting and be available for questions regarding each of these applications. Please confirm that you have what you need to place this on the agenda.

Thanks!

Jeff

(248) 228-6739



Permit #: PHDC11009
Issued: 06/06/2011
Expires: 03/07/2019

Historic District Certificate of Appropriateness

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
74 FILER ST 347-349 51-453-708-04 C-3	74 FILER ST MANISTEE MI 49660	74 FILER ST MANISTEE MI 49660

Work Description:

On June 2, 2011 the Historic District Commission issued a Certificate of Appropriateness to remove existing store entrance, maintaining historical elements that exist, reconstruct the door frame to match the historical details found within the building. Door will swing out in accordance with current building code (request the option to deploy a single 8' wood door oak - or - install double doors similar to that found within the historical photograph, wood trim to be stained and varnished) as submitted with application HDC-2011-09.

On January 3, 2013 the Historic District Commission granted extension. Permit will expire December 31, 2013

On April 2, 2015 the Historic District Commission took the following action:

MOTION by T. Eftaxiadis, seconded by John Perschbacher that permit PHDC 08032, PHDC09014 and PHDC11009 be individually extended until December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Excerpt February 2, 2017 HDC Meeting Minutes:

At the request of the Historic District Commission staff reached out to Jeff Gordon for updates on outstanding permits. Mr. Gordon was present and spoke of his intention to apply for DDA facade grants. The applications are due in early May with a DDA decision by July. The window to complete the grant work is one year, so our request is that the historical permits be extended through the end of July 2018 for all the outstanding permits for both buildings.

Mr. Gordon spoke to the commission about the outstanding items on the three permits PHDC08032, PHDC09014 and PHDC11009.

MOTION by T. Eftaxiadis, seconded by Aaron Bennett to extend permits until July 31, 2018.

With a Roll Call Vote motion passed 5 to 0.

Excerpt February 2, 2017 HDC Meeting Minutes:

At the request of the Historic District Commission staff reached out to Jeff Gordon for updates on outstanding permits. Mr. Gordon was present and spoke of his intention to apply for DDA facade grants. The applications are due in early May with a DDA decision by July. The window to complete the grant work is one year, so our request is that the historical permits be extended through the end of July 2018 for all the outstanding permits for both buildings.

Mr. Gordon spoke to the commission about the outstanding items on the three permits PHDC08032, PHDC09014 and PHDC11009.

MOTION by T. Eftaxiadis, seconded by Aaron Bennett to extend permits until July 31, 2018.

With a Roll Call Vote motion passed 5 to 0.

Excerpt September 6th, 2018 HDC Minutes:

The applicant was unable to attend the meeting. The HDC by motion extended the permit for 6 months, with the caveat that the applicant provide in writing a detailed plan for how all items listed in the permit will be completed within 1 year of the date of the September 6th, HDC meeting.

Motion by: Albee, Second by: Bennett, motion passed 4-0

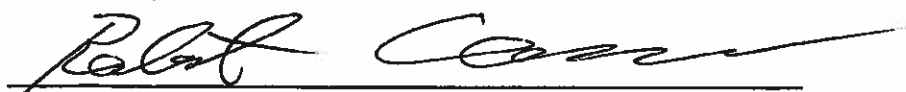
Stipulations:

The applicant must provide a detailed plan for how all items listed in the permit will be completed within one year (September 6th, 2019)

Permit Item	Work Type	Fee Basis	Item Total
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This permit is valid for a period of one year from the date issued.

Fee Total:	\$0.00
Amount Paid:	\$0.00
Balance Due:	\$0.00





Permit #: PHDC08032
Issued: 10/02/2008
Expires: 03/07/2019

Historic District Certificate of Appropriateness

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
74 FILER ST 347-349 51-453-708-04 C-3	74 FILER ST MANISTEE MI 49660	74 FILER ST MANISTEE MI 49660

Work Description:

Certificate of Appropriateness as approved by the Historic District Commission during their meeting of October 2, 2008 for the following:

Request from Paula Rozmiarek and Jeff Gordon, 347-349 River Street for Ledge Reconstruction on the front exterior of the building at 347-349 River Street as submitted with application HDC-2008-32.

On June 2, 2011 the Historic District Commission approved an extension for permit HDC-2008-32 (Ledge Reconstruction) - Permit will expire on 6/2/12.

On January 3, 2013 the Historic District Commission granted extension. Permit will expire December 31, 2013

On April 2, 2015 the Historic District Commission took the following action:

MOTION by T. Eftaxiadis, seconded by John Perschbacher that permit PHDC 08032, PHDC09014 and PHDC11009 be individually extended until December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Excerpt February 2, 2017 HDC Meeting Minutes:

At the request of the Historic District Commission staff reached out to Jeff Gordon for updates on outstanding permits. Mr. Gordon was present and spoke of his intention to apply for DDA facade grants. The applications are due in early May with a DDA decision by July. The window to complete the grant work is one year, so our request is that the historical permits be extended through the end of July 2018 for all the outstanding permits for both buildings.

Mr. Gordon spoke to the commission about the outstanding items on the three permits PHDC08032, PHDC09014 and PHDC11009.

MOTION by T. Eftaxiadis, seconded by Aaron Bennett to extend permits until July 31, 2018.

With a Roll Call Vote motion passed 5 to 0.

Excerpt September 6, 2018 HDC Meeting Minutes:

The applicant was unable to be present at the meeting. The HDC motioned to provide a 6 month extension to the permit.

Motion by: Albee, Second by: Bennett, Motion Passed 4-0

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
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Fee Total: \$0.00

Amount Paid: \$0.00

Balance Due: \$0.00

A handwritten signature in black ink, appearing to read "Paul Cern", written over a solid horizontal line.

Official



Permit #: PHDC09014
Issued: 07/10/2009
Expires: 03/07/2019

Historic District Certificate of Appropriateness

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
74 FILER ST 347-349 51-453-708-04 C-3	74 FILER ST MANISTEE MI 49660	74 FILER ST MANISTEE MI 49660

Work Description:

Certificate of Appropriateness as approved by the Historic District Commission during their meeting of July 9, 2009 with the following conditions for the reconstruction/rehabilitation of the storefront at 347 River Street as submitted with Application HDC-2009-14 as follows:

Remove red planks from exterior, exposing historic store front.

Remove cement tiles and expose deck of historic window displays.

Reconstruct the window frames and store front matching the historic details found behind the current facade. The Museum Director will oversee the project and if needed refer any issues back to the Commission.

Following Historic Preservation Brief #2 - Repointing Mortar Joints in Historic Masonry Buildings tuck point the bricks on the building front, using lime mortar. If any bricks need to be replaced, original bricks from building will be used.

Any paint removed shall be removed following Historic Preservation Brief #1 Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings.

The Historic District Commission will allow the wood oak trim to be stained and varnished BUT STRONGLY ENCOURAGE use of pigmented finish (paint). Paint Color and Stain Colors to be approved by the Museum Director.

On June 2, 2011 the Historic District Commission approved a one year extension for permit PHDC02014 - Permit will expire on 7/10/12.

On January 3, 2013 the Historic District Commission granted extension. Permit will expire December 31, 2013

On April 2, 2015 the Historic District Commission took the following action:

MOTION by T. Eftaxiadis, seconded by John Perschbacher that permit PHDC 08032, PHDC09014 and PHDC11009 be individually extended until December 31, 2015 based on the owner's expectation that the project will be completed at that time.

With a roll call vote motion passed 4 to 0.

Excerpt February 2, 2017 HDC Meeting Minutes:

At the request of the Historic District Commission staff reached out to Jeff Gordon for updates on outstanding permits. Mr. Gordon was present and spoke of his intention to apply for DDA facade grants. The applications are due in early May with a DDA decision by July. The window to complete the grant work is one year, so our request is that the historical permits be extended through the end of July 2018 for all the outstanding permits for both buildings.

Mr. Gordon spoke to the commission about the outstanding items on the three permits PHDC08032, PHDC09014 and PHDC11009.

MOTION by T. Eftaxiadis, seconded by Aaron Bennett to extend permits until July 31, 2018.

With a Roll Call Vote motion passed 5 to 0.

Excerpt September 6th, 2018 HDC Meeting Minutes

The applicant was unable to attend the meeting. The HDC motioned to extend the permit 6 months.

Motion by: Albee, Second by: Bennett; motion passed 4-0

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
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This permit is valid for a period of one year from the date issued.

Fee Total:	\$0.00
Amount Paid:	\$0.00
Balance Due:	\$0.00



Official



Historic District Commission

Kyle Storey
 Planning/Zoning Administrator
 395 Third St.
 Manistee, MI 49660
 231.398.3576
kstorey@manisteecountymi.gov
www.manisteemi.gov

Outstanding Permits

As of 4/29/2019

Date Originally Approved	Permit #	Status	Address	Name	Details	Status
1/4/18	PHDC18-001	Expired 1/4/19	337 River St	Maxine Lipon	Entire building restoration. Applicant contacted but was unable to connect: left message.	Letter sent.
3/7/12 4/2/15 4/2/15	PHDC12001 PHDC15004 PHDC15005	Expires 3/7/19	411 River St	Jeff Gordon	Entrance Door Storefront East Façade	Letter sent.
10/02/08 7/10/09 6/6/11	PHDC08032 PHDC09014 PHDC11009	Expires 3/7/19	347/349 River St	Paula Rozmarek	Ledge Reconstruction Storefront Renovation/Restoration Entrance Door Replacement	Letter sent.
6/7/18	PHDC18-007	Expires 6/7/19	338 River St	James Matthews	Repair of east brick wall	
10/10/16	PHDC16-020	Expires 7/31/19	348 River St	Kit Holmes Cynthia Millonzi	Sign	
11/1/18	PHDC17-014	Expires 9/1/19	308 River Street	Tracey Lindeman	Installation of covered wooden deck in rear of building	
1/25/19	PHDC18-005	Expires 11/25/19	100 Washington Ave.	Tamara Deponio	Façade improvements	
2/11/19	PHDC19-001	2/11/20	344 River St.	Amor/Taco Bout It	New sign for new business.	



PLANNING DEPARTMENT
Zoning Administrator
Kyle Storey
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

To: Historic District Commission

From: Kyle Storey & Tamara Buswinka

Re: 338 River St., 348 River St. Status

Dear Historic District Commission;

The following are permits that are near expiration and the date of their expiration:

- 338 River St.: PHDC 18-007 – 06/7/2019
- 348 River St.: PHDC 16-020 – 07/31/2019

Sincerely,

Kyle Storey

Manistee County Planner/Zoning Administrator



Permit #: PHDC18-007
Issued: 06/07/2018
Expires: 06/07/2019

Historic District Certificate of Appropriateness

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
338 RIVER ST 51-452-703-17 C-3	1713 W 99TH ST CHICAGO IL 60643	1713 W 99TH ST CHICAGO IL 60643

Work Description:

PROPERTY OWNER: James Matthews

PERMIT ISSUED TO: James Matthews

Certificate of Appropriates for Routine Repair and Maintenance as approved by the Museum Director on June 1, 2018 as follows:

Routine maintenance for repair of east brick wall, remove plywood siding and stud wall patches on east wall. Replace with infill brick to restore and maintain integrity of original wall. Replacement brick will be Chicago common as approved for wall repair at 337 River Street Type N Mortar will be used.

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
Certificate of Appropriateness	Application	0.00	0.00
Certificate of Appropriateness	Application	0.00	0.00

This permit is valid for a period of one year from the date issued.

Fee Total: \$0.00
Amount Paid: \$0.00
Balance Due: \$0.00


Official



Permit #: PHDC16-020
Issued: 10/10/2016
Expires: 07/31/2019

Historic District Certificate of Appropriateness

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
348 RIVER ST 51-452-703-07 C-3	348 RIVER STREET Manistee MI 49660	348 RIVER STREET Manistee MI 49660

Work Description:

PERMIT ISSUED TO: KIT HOLMES & CYNTHIA MILLONZI

Certificate of Appropriateness issued on October 6, 2016 by the Historic District Commission to refurbish the existing sign on the building at 346-348 River Street. The applicant has demonstrated that the sign has been in place for over 40 years. The sign exceeds the size requirements of the Zoning Ordinance. Under Section 2101 the Historic District Commission may approve exceptions to Article 21 for historically appropriate signage.

Motion by T. Eftaxiadis, seconded by Aaron Bennett to approve the request from Kit Holmes and Cynthia Millonzi to refurbish the existing sign as example 2 on the request and if the original sign cannot be salvaged a new sign to replicate the outline of the existing sign is to be used. Lighting for the sign needs to come back to the commission.

With a roll call vote this motion passed 5 to 0.

Yes: Perschbacher, Bennett, Eftaxiadis, Russell, Kracht

No: None

Motion by Aaron Bennett seconded by Mary Russell to allow as an alternative example sign 1 as an alternative. With a roll call vote this motion passed 5 to 0.

Yes: Russell, Eftaxiadis, Bennett, Perschbacher, Kracht

No: None

MOTION by T. Eftaxiadis, seconded by Mary Russell to postpone action on reader board signs/digital signs until more information and specifications are received. With a roll call vote this motion passed 5 to 0.

Yes: Russell, Perschbacher, Eftaxiadis, Bennett, Kracht

No: None

12/7/17 - Historic District Commission extended permit until 12/31/18

2/14/19- MOTION by Commissioner Connor, seconded by Commissioner Albee to extend the permit until June 2019 for refurbishing the store front business sign with an updated painted sign including LED lighting with the understanding the permit for the sign may not be extended past this date. Passed Unanimously.

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
Certificate of Appropriateness	Application	0.00	0.00

This permit is valid for a period of one year from the date issued.

Fee Total:	\$0.00
Amount Paid:	\$0.00
Balance Due:	\$0.00

Official Jamara Bush